

# Strategies for Success

## School District Energy Conservation Activities

### 4. Custodial Staff

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- ❑ Be a leader in energy conservation. Lead by example.
- ❑ Instruct others on common misconceptions about energy use.
- ❑ Be alert for energy waste at all times (lights, computers, heating and cooling systems left on when not needed are biggest energy wasters).
- ❑ Perform a shutdown checklist at the end of each day to make certain that the building systems are shut down in an energy conservative manner.
  
- ❑ Light only the room being cleaned. Turn lights off when leaving the room.
- ❑ Work with fewer lights turned on when possible (areas with ample daylight such as corridors, entryways, commons).
- ❑ Turn off lights when possible throughout the day (i.e. in classrooms and offices when no one is in the room). Notice and thank teachers and staff that do their part to make your school energy efficient.
- ❑ Make sure outside lights are off during the day.
  
- ❑ Heating and cooling systems:
  - ❑ Advise maintenance if you think a time or temperature schedule change is needed.
  - ❑ Keep the heat inside. Close blinds at night to keep in the heat. Open during the day to let sun shine through and warm the inside of the building. Do the reverse during the cooling season.
  - ❑ Keep exterior doors and windows closed while heating or cooling systems are operating.
  
- ❑ Recycle paper, cardboard, plastic, glass, and metal where possible.
- ❑ Use recycled products such as paper and other environment-friendly products such as water-based paints, and non-toxic floor and desk cleaners.
  
- ❑ Report all leaking faucets and pipes as well as running toilets.
- ❑ Report heating and air conditioning problems to maintenance.
- ❑ Report damaged doors and windows to reduce the need for heating and cooling in the building.
  
- ❑ Use dry cleanup before using water/spray washing. Minimize water washing.
  
- ❑ Make suggestions to maintenance staff and administration to improve energy and operational efficiency.

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*We're here to get you started, and see you through!*

#### **Rebuild Colorado**

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